

Managing Up: Why It's Important and How to Do It

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Managing Up

How to Succeed with Any
Type of Boss



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Succeed with Any Type of Boss*
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The Work World is a Social System



Managing Up Can Help You Succeed



“**Managing Up**” is consciously working with “higher ups” to obtain the best possible results for **you, your boss, and the organization.**



This is *NOT* Managing Up





Reasons to Manage Up

**Your boss matters
...**

**Your career matters
...**

We can't control others

*THE **TRUTH** ABOUT MANAGING*

- Managing others is hard
- Organizations often promote people based on technical skills
- Most managers don't get training before they start managing!
- Not all managers want to manage
- Few managers were experienced in remote/hybrid management!



Managing Up Essentials

1. Learn others' **work styles, preferences, priorities, and pet peeves...**
2. **Understand your own** preferences, priorities, strengths, and weaknesses
3. Assess the **gap** and choose how you are willing to **adapt**



Piecing Together the Person Puzzle

● Communication Preferences

How do they prefer to communicate? Are they introvert or extrovert? In person or virtual?

● Workstyle

Collaborative or independent? Cautious or innovative? Detail or big picture?

● Time Orientation & Pace

Patient vs. Impatient? Fast vs. moderate? Time oriented or task oriented?



● Task or Relationship?

Task first or people first?
Engaging or reserved?

● Goals & Motivations

What motivates your manager/client? What are their goals? What do they prioritize?

● Concerns & Climate

What does your manager/client worry about? What does their manager/client worry about? What cultural differences exist?



A Spectrum of Experience



Breakout Chat

**What behaviors
do you find
difficult to
navigate?**

Why?



How Would You Navigate These Boss Behaviors?

- Micromanager
- Ghost
- Impulsive
- Workaholic
- Nitpicker
- Incompetent



DIFFICULT VS. ABUSIVE



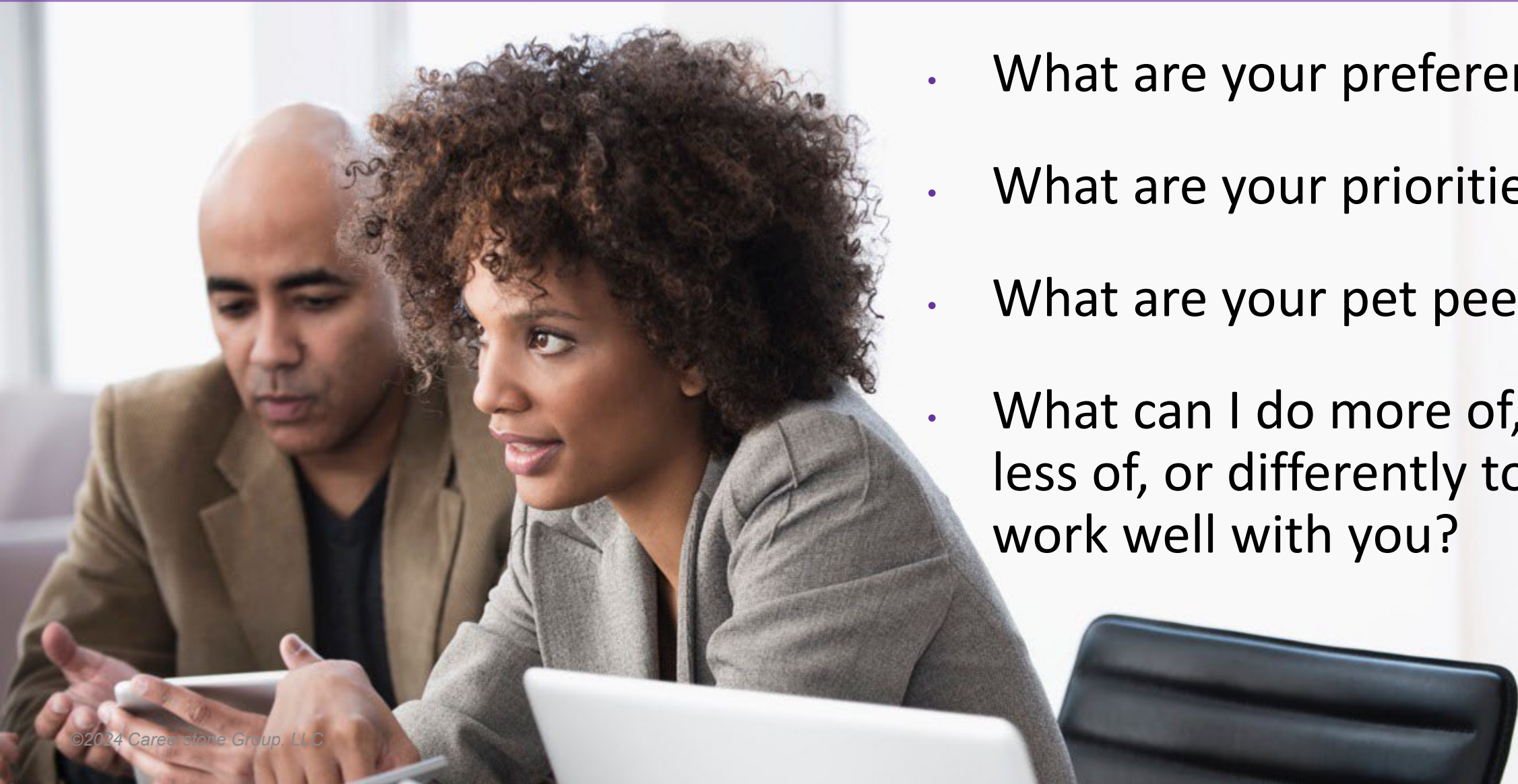
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Shouters
Bullies
Gaslighters
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Threateners
Blamers
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Have The Conversation!



- What are your preferences?
- What are your priorities?
- What are your pet peeves?
- What can I do more of, less of, or differently to work well with you?

Questions to Ask & Answer

What is your communication preference or format?

How often do you want to meet as a team and on a one-to-one basis?

How often do you like to be kept updated on projects? How do you like your updates?

What level of detail do you like to have?

What are your top priorities? What is highest priority to you?

What are lower priority items?

What are your goals for the team?

How will we conduct our meetings?

What are your biggest concerns with virtual/hybrid work?

What are your pet peeves/concerns about virtual/hybrid work?

What can I help with? How can I be of the most service to you?

What can I do more of? Less of? Or differently to work well with you?



Final Tip:

If you are a boss—help your team manage up to you!

*Manage Up
and Take
Control
of Your
Career!*



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